

# Railroad Grade Crossing Fund FY 2007 Railroad Application



**INDIANA DEPARTMENT OF TRANSPORTATION**  
*Driving Indiana's Economic Growth*

## **Introduction**

The state of Indiana continues its efforts to promote safety at public rail-highway intersections. The 1997 General Assembly with the support of the Railroad Corridor Safety Committee appropriated funding to carry out the provisions of Indiana Code 8-6-7. Pursuant to Indiana Code 8-6-7.7-6.1, the Railroad Grade Crossing Fund provides funding for railroad crossing safety improvements.

This year, available funding totals \$750,000. This amount is divided into two segments: \$300,000 available to communities as an incentive to close local rail – highway grade crossings and \$450,000 available to local communities and Class II and III railroads for “other” rail crossing safety improvements. Eligible rail crossing safety improvement projects include illumination, crossbucks, retro-reflective material, sight obstruction removal, railroad-highway crossing surface maintenance and the upgrade of incandescent bulbs to Light Emitting Diodes (LED’s).

This program is designed to increase driver knowledge and attention at the rail-highway crossings with the goal to enhance safety at public rail-highway intersections. Completed projects should contribute to and improve the overall safety at the crossings by replacing or adding signs, clearing sight obstructions, and increasing the overall visibility of crossings.

The Indiana Department of Transportation (INDOT) Rail Office manages this program as a cost reimbursement grant. Class II and III railroads operating in or through the state of Indiana are eligible to apply. Costs for materials and costs for labor are reimbursable. A financial match is not required for this grant program. INDOT encourages labor to be completed by railroads when possible to more effectively utilize available dollars.

## **Eligibility**

For a railroad to be eligible for funding, it must be in good standing with the INDOT Railroad Office. Statutory filing requirements of Indiana Code (IC) 8-3-1-1(I), IC 8-3-1-21, IC 8-9-1-1 and IC 8-4-17-1 must be current.

## **Eligible Projects**

Projects eligible for funding are limited to the following activities:

**Signage** - Railroad companies can apply for signs they have a statutory responsibility for installing and maintaining such as the “Crossbuck” Sign and “Number of Tracks” Sign. INDOT encourages the use of the two-sided reflectorized crossbuck.

**Retro-reflectorized Taping** - The reflective material will be applied to both sides of the standard crossbuck warning sign, including to both sides of the supporting pole.

**Sight Obstruction Removal** - Pursuant to Indiana Code 8-6-7.6, each railroad in the state of Indiana shall maintain each public crossing under its control in such a manner that the operator of any licensed motor vehicle has an unobstructed view for fifteen hundred (1500) feet in both directions at passively warned rail-highway crossings and two hundred (250) feet in both directions at automatically warned crossings along railroad right-of-way. Costs associated with equipment usage or rental are reimbursable. Labor costs and material costs (i.e., vegetation spray) are also reimbursable.

**Illumination (Street Light)** - Illumination is used to improve nighttime safety at rail-highway intersections. Cost covers installation only, not continued maintenance.

**Crossing Surface Maintenance** – These projects are limited to those railroad companies which annually

carry less than 50 railcars per mile of track owned. Eligible railroads may not request surface maintenance funding for more than two crossings per fiscal year.

**LED Bulbs** – Funds can be requested to upgrade existing incandescent bulbs to LED fixtures at train activated crossings. The cost of the LED light fixture, casing and installation costs are eligible for reimbursement.

### **Application Procedures**

Applications will be accepted up to and including November 30, 2006. Each application should include the project summary and project table. (Exact duplicate copies of these forms may also be used if necessary.) These two items should be submitted together. Copies of vendor bid sheets showing cost estimates for the projects must be included. The total grant request may not exceed \$50,000.

**Project Summary.** This form is included at the end of the application. It includes applicant name, address, city and county; contact person name and phone number, fax number and e-mail address; railroad federal identification number; project type(s), vendor(s) name and address, and total grant request. This total grant request should match the total provided in the project Table, which is summarized below.

**Project Table.** The table should include each crossing DOT-AAR# or MP# selected for improvement, and standard data for each project type. A list of the standard data and project specific data is included. This table will be incorporated into the grant contract. An example table is included in this packet. Sub-total cost for projects by type and a grand total cost for the full application should be included.

Signage, Retro-reflective Tape, Illumination (Street Light), and Sight Obstruction Removal projects must meet the specifications of the Indiana Manual on Uniform Traffic Control Devices. Crossing surface maintenance work must be coordinated with the public roadway agency with jurisdiction over the particular roadway.

### **Standard Data for Table**

- 1) List the county in which the project is located
- 2) List the city or town (if applicable) in which the project is located
- 3) List the street/road name
- 4) List rail-highway intersection identification numbers
- 5) List the average auto daily traffic (AADT) count for each rail-highway intersection (estimate is acceptable)
- 6) List the volume of train traffic for each rail-highway intersection\*1
- 7) List the typical train speed through the rail-highway intersection\*1
- 8) Indicate if the rail-highway intersection is in an urban or rural setting
- 9) List the cost per unit of the materials and contract labor

### **Selection Process**

Projects are scored using a point system, with the projects funded in highest descending point order until the amount of funds available for the fiscal year are exhausted. Railroad and local public agency projects will be ranked together, although different criteria will be used to evaluate their respective applications.

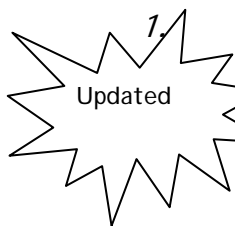
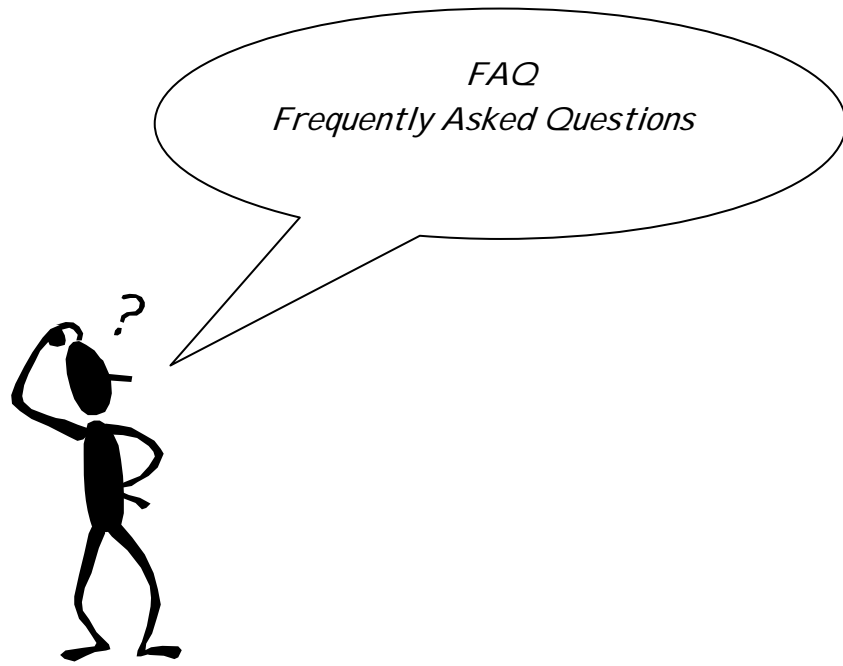
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\*<sup>1</sup> This information can be obtained by checking the Federal Railroad Administration's crossing inventory web site at <http://safetydata.fra.dot.gov/officeofsafety/query/default.asp>

Railroads applications will be evaluated by a scoring process, a portion of which includes a points system based on the annual number of railcars carried per mile of track owned by the railroad and the specific project type.

### **Grant Monitoring**

Applicants receiving a grant are required to retain material reports for two years after completion of the project. The applicant is required to provide INDOT with any and all project related reports which INDOT deems necessary to monitor the project. INDOT may, at its discretion, conduct unscheduled site inspections. Grantees have eighteen (18) months following the date of the purchase order to complete project activities. The State of Indiana encourages the use of minority owned business enterprises (mbe) and women owned business enterprises (wbe) participation on state funded grants when possible.



**1. *At what point can I spend money on this project and be reimbursed?***

Invoices dated after the grantee signs the agreement are eligible for reimbursement; however, no invoices will be paid until a purchase order is generated.



**2. *How many weeks is the state signatory process after a contract is returned?***

Approximately 8-10 weeks. Each grantee must receive clearance from the Department of Revenue, the Department of Workforce Development, and have submitted a direct deposit authorization form.

**3. *Who is the official grantee?***

The railroad company is the official grantee.

**4. *Are project funds eligible for use at sites with train activated warning devices?***


Yes. Projects can be applied for at both active and passively warned crossing locations.

**5. *Is there a railroad match required?***

No, a railroad match is not required.

**6. *Are we allowed to apply for funding in successive years?***

Yes, but there is no guarantee funds will be awarded in successive years.

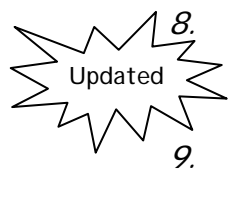


Updated

7.

***How will cost overruns be handled by INDOT?***

The railroad will be responsible for any cost overruns above the original grant award.



Updated

8.

***How much time do I have to complete the project?***

Eighteen months from the date the purchase order is generated,

9.

***Who can sign (execute) the contract?***

The President of the Railroad (or his or her designee) must execute the contract and it must be attested to by the secretary of the railroad (or his or her designee).



New

10.

***Is there a maximum grant award?***

Yes, the maximum grant award to one railroad for any combination of funded RRGCF projects is \$50,000.00.



New

11.

***Will I receive the original contract back?***

No, grantees sign one contract, which after fully executed, is kept by the Contract Administration department. You will receive a copy.

13.

***Who do I contact if I have questions?***

Contact Venetta H. Keefe by phone at (317) 232-1474, or e-mail at [vhkeefe@indot.IN.gov](mailto:vhkeefe@indot.IN.gov). or Tom Beck at (317) 232-1491 or email at [tbeck@indot.IN.gov](mailto:tbeck@indot.IN.gov)



New

14.

***I did not receive a grant. How can I appeal that decision?***

The applicant must send, by certified mail, an appeal within 15 calendar days after receiving notification of INDOT's decision. The appeal must be mailed to:

Mr. John Jordan, Local Programs Director  
Indiana Department of Transportation  
100 N. Senate Avenue, 9<sup>th</sup> Floor  
Indianapolis, IN 46204

The Local Programs Director will make a final decision within 15 working days from receipt of the appeal request, and will notify the applicant in writing within five working days of its final decision.

Project Summary and Budget

Railroad Application for FY07 Railroad Grade Crossings Fund

Applicant Name

Mailing Address

Contact Name, Title

Phone Number

Fax Number

Email Address

Railroad Federal ID Number:

County in which the project is located:

City or town in which the project is located:

Project Type:

Number of Crossings by Project Type

Illumination Yes ☐

Crossbucks Yes ☐

Other signs(Please specify) Yes ☐

Retro-reflective Material Yes ☐

Sight Obstruction Removal Yes ☐

Crossing Surface Yes ☐

LED Bulbs Yes ☐

TOTAL GRANT REQUEST (must match total dollar amount  
on accompanying project Table):

***PLEASE INCLUDE COPY OF VENDOR BID SHEETS WITH APPLICATION***

## Project Table

Applicant Railroad

**PROJECT TYPE: Signage**

[illegible]

Subtotal

**PROJECT TYPE: Sight Obstruction Removal**

[illegible]

Subtotal



Project Table

Applicant Railroad \_\_\_\_\_

**PROJECT TYPE: Retro-reflective Taping**

County	City/Town	Street Name	DOT-AAR#	AADT	Volume of Train Traffic	Train Speed	Setting: Urban or Rural	Cost

**Subtotal** \_\_\_\_\_**PROJECT TYPE: Illumination**

County	City/Town	Street Name	DOT-AAR#	AADT	Volume of Train Traffic	Train Speed	Setting: Urban or Rural	Cost

**Subtotal** \_\_\_\_\_**PROJECT TYPE: Crossing Surface**

County	City/Town	Street Name	DOT-AAR#	AADT	Volume of Train Traffic	Train Speed	Setting: Urban or Rural	Cost

**Subtotal** \_\_\_\_\_**PROJECT TYPE: LED**

County	City/Town	Street Name	DOT-AAR#	AADT	Volume of Train Traffic	Train Speed	Setting: Urban or Rural	Cost

**Subtotal** \_\_\_\_\_**Grand Total** \_\_\_\_\_